



MINUTES of a meeting of the BOARD OF DIRECTORS held in the Amenities Building on **Wednesday 16 March 2022** commencing @ **2.00pm**

PRESENT:

L Brand	G Spagnolo
C Rafton	E Pickering
P Cutler	R Privett
R Harbin	K Charnock
V Etherington OAM	A McIra
N Keck	G Vernon
	S Mills

IN ATTENDANCE:

V Gagan-Wilson (Company Secretary), L Hadley (Committee Secretary/Examinations Administrator)
A Khamis (Operations Manager), N DeSilva (Finance Team Lead-by Zoom) for part of meeting
D Harbin (Chair CJEP Examination Committee), S Bownds (Chair CJTC-by Zoom) for part of meeting

APOLOGIES: Dr K Hedberg BVSc, J Sheppard, G Vernon

MOVED P Cutler
SECONDED N Keck
THAT the apologies be received.

CARRIED

D Harbin joined the meeting @ 2.03pm

S Bownds joined the meeting @ 2.04pm

A. 2022/2023 Conformation Judges Education Program

A1.1 Recommendation 1 – Appointment of Assistant Chair CJTC

MOVED C Rafton
SECONDED V Etherington OAM
THAT Recommendation 1, which reads as follows, be **approved**:-
THAT Mr John Comerford be appointed as Assistant Chair of the Conformation Judges Training Committee.

CARRIED

S Mills against

G Spagnolo, E Pickering, P Cutler, R Harbin abstained

A1.2 Recommendation 2 -2022/2023 CJEP Application Form

MOVED V Etherington OAM
SECONDED C Rafton
THAT Recommendation 2, which reads as follows, be approved:-
THAT the Application Form for the 2022/2023 Conformation Judges Education Program be **accepted**.

CARRIED

G Spagnolo, E Pickering, P Cutler, R Harbin abstained

A1.3 **Recommendation 3 – 2022/2023 CJEP Timeline**

MOVED R Privett

SECONDED N Keck

THAT Recommendation 3, which reads as follows, be **approved**:-

THAT the Timeline for 2022/2023 as decided by both the Conformation Judges Training Committee and the CJEP Examinations Committee be **accepted**.

CARRIED

G Spagnolo, E Pickering, P Cutler, R Harbin abstained

AMENDMENT

MOVED A McIlrath

SECONDED R Privett

THAT the Timeline for 2022/2023 as decided by both the Conformation Judges Training Committee and the CJEP Examinations Committee be accepted **to include the words**

October & November.

The **Amendment** became the Motion and the Motion was:

CARRIED

G Spagnolo, E Pickering, P Cutler, R Harbin abstained

A1.4 **Recommendation 4 – Allocation of Lecture Nights**

MOVED K Charnock

SECONDED N Keck

THAT Recommendation 4, which reads as follows, be **approved**:-

THAT the lecture nights for the 2022/2023 CJEP be:-

- Monday: Working Dogs and Toys
- Tuesday: Gundogs and Terriers
- Wednesday: Hounds
- Thursday: Non-Sporting and Utility

CARRIED

G Spagnolo, E Pickering, P Cutler, R Harbin abstained

A1.5 **Recommendation 5 – Removal of Aspiring Judges Program from 2022/2023 CJEP Manual**

MOVED R Privett

SECONDED A McIlrath

THAT Recommendation 5, which reads as follows, be **approved**:-

THAT the dates for the 2023 Aspiring Judges Program removed from the Manual until the Conformation Judges Training Committee has worked out the next Program.

CARRIED

G Spagnolo, E Pickering, P Cutler, R Harbin abstained

A1.7 **Recommendation 7 – Practical Examination Dates**

The Chair of the CJEP Examinations Committee advised the meeting that it was impossible to conduct the 2022/2022 CJEP Practical Examinations on one (1) weekend only as it was anticipated there would be approximately 140 Trainees.

Directors' attention was drawn to a previous resolution of the Board (Item 1.3-BOD Special Meeting 20/12/2021) which reads:-

THAT the Show Committee re-examine its Calendar to set aside an entire weekend in October or November of each year, beginning in 2023, for Judges Examinations and the running of associated Open Shows for Trainee Judges.

CARRIED

MOVED R Privett

SECONDED N Keck

THAT Recommendation 7, which reads as follows, be approved:-

THAT the CJEP Examinations Committee or Board of Directors choose a weekend date to be added to the timeline for October 2023 for the Practical Examinations.

*C Rafton, K Charnock, V Etherington against
G Spagnolo, E Pickering, P Cutler, R Harbin abstained*

AMENDMENT

MOVED N Keck

SECONDED R Privett

THAT Recommendation 7 be **amended** to read:-

THAT the CJEP Examinations Committee or Board of Directors, **preferably** choose a weekend date to be added to the timeline for October/**November** 2023 for the Practical Examinations.

The **Amendment** became the Motion and the Motion was:

CARRIED

G Spagnolo, E Pickering, P Cutler, R Harbin abstained

The Board noted that by approving the **amendment** to Recommendation 7 above, its decision in Recommendation 3 above will also require amendment. **(REFER ITEM A1.3, ABOVE)**

S Bownds left the meeting @ 2.42pm

A2. Comments by CJEP Examinations Committee on CJTC Recommendations

The Board considered the comments of the CJEP Examinations Committee, in respect of the CJTC Recommendations above, in formulating its decisions in Items A1.1. to A1.7, above.

A3. CJEP Examinations Committee – Minutes – 23/2/2022

A3.1 Recommendation 1 – Item 5.1: Trainees Sitting two (2) Theory Examinations on the Same Night

MOVED N Keck

SECONDED C Rafton

THAT Recommendation 1, which reads as follows, be **approved**:-

THAT, where a Trainee is enrolled in two (2) Groups and the Theory Examinations are held on the same night, the Trainee will complete one (1) Examination, have a ten (10) minute break, then commence the second Theory Examination.

CARRIED

A3.2 Recommendation 2 – Item 5.4: Practical Examination Enrolment Form- 2022 Continuing Trainees Only

MOVED N Keck

SECONDED K Charnock

THAT Recommendation 2, which reads as follows, be **approved**:-

THAT the Enrolment Application for the Practical Examinations be accepted.

CARRIED

MOVED V Etherington OAM

SECONDED A McIraith

THAT the Minutes of the CJEP Examinations Committee meeting held on 23 February 2022 be **received**.

CARRIED

A4. 2022/2023 DOGS NSW Conformation Judges Education Program Manual as @ 15/3/2022

The meeting noted that the following amendments had been made to the 2022/2023 CJEP Manual since the approval of the document at the February 2022 Board meeting:-

- The word spelt “enroll” amended to “enrol
- The words “Sub Group” amended to “subgroup”
- Prof Brian Corbitt’s contact details removed – as Aspiring Judges Program is now complete
- Utility Group Co-ordinator & Assistant Co-ordinators telephone numbers corrected

There was also a need to provide the missing links to the website into the document and, as suggested by the Company Secretary, the front page be altered to remove the dog photographs and replace that page with one that is in accordance with the normal cover page for DOGS NSW Regulations.

MOVED V Etherington OAM

SECONDED A McIlrath

THAT the alterations to the 2022/2023 CJEP Manual since the approval of the document at the February 2022 Board meeting, as advised by the Company Secretary above, be **approved**.

CARRIED

MOVED C Rafton

SECONDED K Charnock

THAT the 2022/2023 CJEP Manual, as amended in total, be **approved**.

CARRIED

D Harbin left the meeting @ 2.51pm

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED E Pickering

SECONDED S Mills

THAT the Minutes of the following Board meetings be **confirmed**:-

- 1.1 **Electronic Meeting – 25/2/2022**
- 1.2 **Electronic Motion – 25/2/2022**
- 1.3 **Electronic Motion – 1/3/2022**
- 1.4 **Electronic Motion – 4/3/2022**
- 1.5 **Electronic Motion – 7/3/2022**

CARRIED

2. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

- 2.1 **Executive Committee Decisions - NIL**

A Khamis joined the mee4ting @ 2.53pm

- 2.2 **Operations Manager’s Report – March 2022**

MOVED C Rafton

SECONDED N Keck

THAT the Operations Manager be allow an extension of time (6 months) to investigate the introduction of complimentary membership for new puppy owners.

CARRIED

2.2.5 **Outstanding Affiliate Annual Returns**

MOVED C Rafton

SECONDED P Cutler

THAT, as a result of the serious effect of the COVID-19 pandemic on Club activities, DOGS NSW dispenses with the regular notification to Affiliates regarding outstanding Annual Returns advising that the Board generously forgives them for the non-supply of their financial statements and annual reporting for previous years and, henceforth, requires that they provide the required documentation for the current 2022 financial year and into the future.

AMENDMENT

MOVED K Charnock

SECONDED V Etherington OAM

THAT Affiliates on the Outstanding Annual Return List be entitled to the above dispensation provided their affiliation is paid.

The **Amendment** became the Motion and the Motion was

CARRIED

2.2.6 **New Year's Eve Show**

The Board sought clarification as to why the Ladies Kennel Club were not permitted to hold the New Year's Eve Show. The Operations Manager reminded the Board that, at Item 2.2.3 of its February 2022 Board meeting, the Board approved for the Office to be closed from 21 December 2022 through to 9 January 2023 and that included the Grounds Staff. Therefore, there would be no staff on duty at that time to prepare the rings and equipment required.

Director C Rafton advised the meeting that she understood that the Ladies Kennel Club was currently negotiating with the CNCC to hire Hillsborough for the show.

The meeting noted that this matter will be discussed at tomorrow's Show Committee meeting.

MOVED P Cutler

SECONDED R Privett

THAT the Operations Manager's Report for February 2022 be **received**.

CARRIED

N De Silva joined the meeting @ 3.36pm via Zoom

2.3 **Finance Committee – 23/2/2022**

2.3.2 **Recommendation 2 – Item 8.1.2: Financial Statements as @ 31 January 2022**

MOVED N Keck

SECONDED G Spagnolo

THAT Recommendation 2, which reads as follows, be **approved**:-

THAT the Financial Statements as @ 31 January 2022 be **approved** by the Board of Directors.

CARRIED

2.3.3 Recommendation 3A & 3B – Item 8.4.2: Regional Grants - Purchase of Computer/Printer Equipment

2.3.3.1 Recommendation 3A

MOVED C Rafton

SECONDED E Pickering

THAT Recommendation 3A, which reads as follows, be **approved**:-

THAT a budget of \$1,500.00 be allocated to Clubs through the Regional Grant which would be sufficient to purchase a computer and printer and any additional funds required to be paid out of the Regional account.

CARRIED

2.3.3.2 Recommendation 3B

MOVED C Rafton

SECONDED E Pickering

THAT Recommendation 3B, which reads as follows, be **approved**:-

THAT the Operations Manager purchase addition software licences to the DOGS NSW current enterprise licence for Microsoft 365 and offer this to all Clubs. The program can be installed on the devices by the Office.

CARRIED

2.3.4 Recommendation 4 – Item 8.4.3: Regional Grant - Northern Region - Northern Rivers K9 Sports Club

MOVED C Rafton

SECONDED E Pickering

THAT Recommendation 4, which reads as follows, be **approved**:-

THAT the application for a Regional Grant from Northern Rivers K9 Sports Club for the update of computer hardware and software be approved in accordance with the Recommendations at Item 8.4.2, above.

CARRIED

2.3.5 Recommendation 5 – Item 8.4.5: Regional Grant - Northern Region - Dorrigo & District Kennel Club

MOVED N Keck

SECONDED K Charnock

THAT Recommendation 5, which reads as follows, be **approved**:-

THAT the application for a Regional Grant from Dorrigo & District Kennel Club for the purchase of a computer and printer be approved in accordance with the Recommendations at Item 8.4.2, above.

CARRIED

2.3.6 Recommendation 6 – Item 8.4.6: Regional Grant - Western Region - Condobolin District Kennel Club

MOVED N Keck

SECONDED R Privett

THAT Recommendation 6, which reads as follows, be **approved**:-

THAT the application for a Regional Grant from Condobolin District Kennel Club for the purchase of a hydrobath and dryer to be hired out to raise funds be approved - **subject to any ongoing maintenance and repairs be covered by the Region.**

CARRIED

2.3.7 Recommendation 7 – Item 8.4.7: Regional Grant: Western Region DOGS NSW Committee

MOVED A McIlrath

SECONDED G Spagnolo

THAT Recommendation 7, which reads as follows, be **approved**:-

THAT the application for a Regional Grant from DOGS NSW Western Region Committee for the purchase of a computer and printer be approved in accordance with the Recommendations at Item 8.4.2, above.

CARRIED

2.3.8 Recommendation 8 – Item 10.1.1: Annual Insurance Renewal

MOVED E Pickering

SECONDED P Cutler

THAT Recommendation 8, which reads as follows, be **approved**:-

THAT the Insurance Renewals Summary for 2022/2023 be accepted.

CARRIED

MOVED P Cutler

SECONDED E Pickering

THAT the Minutes of the Finance Committee meeting held on 23 February 2022, be **received**.

CARRIED

N De Silva left the meeting @ 3.49pm

2.4 Judges Committee

The Board noted that this Committee did not meet.

2.5 Compliance Investigative Panel

The Board noted that this Committee did not meet.

2.6 Animal Welfare & Community Liaison Officer Report – NIL

2.7 Aggressive Dogs – NIL

3. BUSINESS ARISING FROM MINUTES

3.2 RNSWCC Strategic Planning

(Refer Item 3.8-BOD Minutes 9/2/2022)

1.1.3 Board Agenda

MOVED C Rafton

SECONDED K Charnock

THAT discussion of the format of the Board Agenda be held over until Director G Vernon is in attendance at the next meeting.

CARRIED

3.2.1 Training Course for Directors

MOVED N Keck

SECONDED P Cutler

THAT the Board accepts the proposal from Turner Scott Consulting Pty Ltd to conduct Directors Training at Orchard Hills be approved.

CARRIED

MOVED N Keck

SECONDED S Mills

THAT the Board hold a training session on Wednesday 11 May 2022, subject to obtaining advice as to how many hours will be required, and that advice be provided to the Board at its April meeting.

CARRIED

Director N Keck requested the link to the RNSWCC Articles of Association (our Constitution) be provided to the Facilitator.

3.2.2 Communicating with Members – N Keck

Director N Keck raised the issue of better communication with members and the methods available for this purpose.

MOVED N Keck

SECONDED A McIlrath

THAT DOGS NSW implement communicating to all members in all areas via bulk text messages.

CARRIED

Meeting recessed @ 4.03pm

G Spagnolo left the meeting @ 4.15pm

Meeting resumed @ 4.30pm

E Pickering left the meeting @ 4.33pm

3.3 Committee/Working Party 2022 Mission Statements

(Refer Item 6.1-BOD Electronic Minutes 25/2/2022)

Director C Rafton requested that all Committee/Working Party Mission Statements be uploaded to the Directors Dropbox under a separate directory appropriately named for Directors to consider and referred to when necessary.

MOVED N Keck

SECONDED K Charnock

THAT the following Committee/Working Party 2022 Mission Statements be approved:-

- 3.3.1 Breed Assessment & Temperament Test Committee
- 3.3.2 Earthdog Working Party
- 3.3.3 Herding Working Party
- 3.3.4 Library & Archives Committee
- 3.3.5 Members Education Committee
- 3.3.6 Retrieving & Field Trials Committee
- 3.3.7 Regional Committee Working Party
- 3.3.8 Scent Work Working Party
- 3.3.9 Sporting Committee
- 3.3.10 Show Committee
- 3.3.11 Conformation Judges Training Committee

CARRIED

4. JUDICIAL MATTERS

OPEN MEETING

5. MOTIONS ON NOTICE

- 5.1 **DOGS NSW Regulations Part IX-Electoral Regions—Amend Voting from LGA to Postcode—C Rafton**
Director C Rafton advised that she would like to consider this matter further before the Board makes a decision.

MOVED A McIlrath

SECONDED P Cutler

THAT the Motion be referred back to the next meeting.

CARRIED

- 5.2 **Issue of Certificates by Email – C Rafton**

MOVED N Keck

SECONDED S Mills

THAT DOGS NSW Regulations Part II-Show, Clause 10.2, which reads as follows:-

10.2 At a Championship Show held under the Regulations:-

- (a) Challenge Certificates and Neuter Certificates (where offered) shall be available and may be issued at the discretion of the Judge, excepting where their issue is not permitted by another DOGS NSW or ANKC Regulation; (02/11)*
- (b) it shall not be obligatory to issue Award Cards other than Challenge and Neuter Certificates but, if issued, all Award Cards shall be clearly inscribed with the award and nature of such Show. (02/11)*

Be amended to read:-

10.2 At a Championship Show held under the Regulations:-

- (a) Challenge Certificates, **Best of Breed** and Neuter Certificates (where offered) shall be available and may be issued at the discretion of the Judge, excepting where their issue is not permitted by another Dogs NSW or ANKC Regulation; **(02/11)**
- (b) it shall not be obligatory to issue Award Cards other than Challenge and Neuter Certificates but, if issued, all Award Cards shall be clearly inscribed with the award and nature of such Show. **(02/11)**
- (c) Challenge, Best of Breed, Neuter and all Certificates, where entries have been received by an online provider, can be issued electronically to the email address so provided for that entry in the show/event but only on the prescribed template, as approved by DOGS NSW, of the relevant Dogs Australia certificate.**

AMENDMENT

MOVED P Cutler

SECONDED C Rafton

THAT a further new Clause be added to DOGS NSW Regulations Part II-Show, Clause 10.2, to read:-

- (d) any exhibitor requiring a hard copy certificate shall be provided with one on the day of the event using a supplied template on plain paper (in the case of extreme circumstances) , or by post thereafter.**

The Amendment became the Motion and the Motion was

CARRIED

6. MONTHLY REPORTS

6.1 Company Secretary's Report - NIL

6.2 Constitution & Regulations Working Party – 18/2/2022
(Refer Item 3.6-BOD Electronic Minutes 25/2/2022)

MOVED S Mills

SECONDED R Harbin

THAT the three (3) Gundog Directors on the Board be requested to consider Annexure A of the Constitution & Regulations Working Party Minutes, in conjunction with the other documents provided and bring provide their recommendations/comments to the next Electronic Board Meeting.

6.2.1 Pointing Gundog Club of NSW – Application for Affiliation
(Refer Item 3.6.1-BOD Electronic Minutes 25/2/2022)

MOVED P Cutler

SECONDED S Mills

THAT, provided no issues are identified by the three (3) Gundog Directors, a motion be foreshadowed that the application for affiliation from the Pointing Gundog Club of NSW be approved.

CARRIED

6.3 Sporting Committee

6.4 Spring Fair Dog Show Committee

7. DOGS AUSTRALIA MATTERS

7.1 EM#199: NBT Dobermanns – DNA Testing – Amended Effective Date

MOVED P Cutler

SECONDED A McIlrath

THAT EM#199 regarding the amended Effective Date for DNA Testing of NBT Dobermanns be noted.

CARRIED

7.2 FCI Position on Conflict – Russia v Ukraine

7.2.1 EM#200: Ukraine Donation

7.2.1.1 B Parker Comments

MOVED K Charnock

SECONDED A McIlrath

THAT DOGS NSW notes the FCI position on the conflict between Russia and the Ukraine and supports Electronic Motion #200 by agreeing to donate to the FCI fund to aid dogs in need, in and from Ukraine.

CARRIED

7.3 Dogs Australia February 2022 Special Board Meeting – Minutes – CONFIRMED

K Charnock left the meeting @ 5.16pm

K Charnock rejoined the meeting @ 5.17pm

MOVED P Cutler

SECONDED S Mills

THAT the Minutes of the Dogs Australia February 2022 Special Board Meeting be **noted**.

CARRIED

8. **CORRESPONDENCE** - NIL

9. **BUSINESS ADJOURNED FROM PREVIOUS MEETINGS** – NIL

10. **GENERAL BUSINESS**

MEETING CLOSED

5.38pm

NEXT MEETING:

Electronic Meeting Agenda distributed on Friday 25 March 2022

Face to Face Meeting - Wednesday 20 April 2022 commencing @ 2.00pm**

****PLEASE NOTE CHANGE TO SCHEDULE for Face to Face Meeting**